



## WCSU 2018-19 Winter Break Housing Application

Please fill in completely the information requested below:

Name: \_\_\_\_\_

ID #: \_\_\_\_\_

Gender:  Male  Female

### On-Campus Housing Assignment:

Fall 2018 (Current) Building: \_\_\_\_\_ Room #: \_\_\_\_\_ E-mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Spring 2019 On-Campus Housing Assignment: Building: \_\_\_\_\_ Room #: \_\_\_\_\_

### Semester Break Housing Request

If you don't currently live in an open building, it is **your** responsibility to find a room to use for the break.

Please check the appropriate boxes for the weeks you plan to stay, and fill in the apartment number of the space you intend to occupy.

I wish to stay on campus for:

I plan to stay in:

#### Billing Breakdown:

- Week of Dec. 16 – Dec. 22 (\$315)
- Week of Dec. 23 – Dec. 29 (\$315)
- Week of Dec. 30 – Jan. 5 (\$315)
- Week of Jan. 6 – Jan. 12 (\$315)
- Week of Jan. 13 – Jan. 19 (\$315)

#### Full Billing:

- All of Winter Break- Dec. 16 – Jan. 19 (\$1575)

Centennial Hall

Suite # \_\_\_\_\_ Bedroom: \_\_\_\_\_

Grasso Hall

Apartment # \_\_\_\_\_ Bedroom: \_\_\_\_\_

\*\*\*Meal plans are NOT offered during the break  
\*\*\*Dining options will be limited on campus.

### Check-in/Check-out Information:

- Check-ins are from 6 pm to 8 pm on December 16<sup>th</sup>, 23<sup>rd</sup> and 30<sup>th</sup>, January 6<sup>th</sup> and the 13<sup>th</sup>
- Check-outs are from 6 pm to 8 pm on December 22<sup>nd</sup>, 29<sup>th</sup>, January 5<sup>th</sup> and 12<sup>th</sup>
- Check-out (moving to your Spring Assignment) during the last week will be required on or before January 19<sup>th</sup> for any student not living in the same space for the Spring Semester. This is at the discretion of Housing and Residence Life.

**IMPORTANT information and signature(s) required on reverse.**

Any student not living in Centennial or Pinney at this time, but who plans to stay in a friend's room, must have the section below filled out and signed by all the current and returning residents in whose apartment or suite s/he will be staying. All residents of the apartment/suite must agree to this arrangement. Failure to get ALL signatures will result in this application being denied.

Residents' Names (please print legibly)

Signatures

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Applications and Payment are due by 12pm, Friday, December 13, 2018**

Full payment is due **at the time you turn in this application** for the entire period for which you are staying. Payment (by check or money order only) will be accepted at the Cashier's Office. **Payment by credit card or cash may be made to the Cashier's Office following the rules and regulations set forth by the Cashier's Office.** All payments and applications are due by 12pm on **Friday, December 13<sup>th</sup>**. After the 13<sup>th</sup>, a late charge of \$25.00 will be assessed **IF** you are approved to stay.

**Statement of Agreement:**

- 1. In submitting this application, I assume responsibility for prompt payment of bills for residence hall room fees; and I understand that if I do not pay these fees on time, I will be charged the appropriate late fee, and/or I may not be permitted to remain in housing.
- 2. I accept this offer of accommodation when I and/or the Housing Office have completed this form, and when I have promptly paid all fees.
- 3. I understand and agree that the room assignments I have received to University housing while attending WCSU will be for the time indicated on this application. I also realize that I may be required to move at any point to meet the needs of the University. This assignment will be subject to cancellation without any refund at any time at the discretion of the University if I fail to abide by published university and residence hall policies, rules, and regulations.
- 4. University and residence hall rules and regulations are published and available in many forms, such as the housing brochure/handbook, catalog, etc. Additionally, policies, interpretations, and changes are published, posted, or distributed from time to time. In agreeing to accept housing, I agree to abide by all these rules and regulations.
- 5. I understand that the visitation policy is different during the semester break sessions. **Overnight visitors are not allowed.**
- 6. I understand that only residents living on campus for the Fall 2018 **AND** Spring 2019 semester are eligible to stay on campus for the Intersession. I also understand that in order to live on campus for the Intersession, I must be taking WCSU classes or working on campus for the University during my stay over the Intersession.
- 7. I understand that I will not have access to my Fall or Spring assignments while I am residing in my Intersession Room if different from my break assignment.

*I have read and accepted the Statement of Agreement that is written above on this application/contract. I understand that failure to comply with any of the above terms may result in my immediate separation from housing (with a conduct hearing to follow during the Spring semester) for the term indicated in this application (Semester Break / Intersession 2018-19). I also understand that I may be required to move to my spring semester assignment earlier than the scheduled date. By signing, I acknowledge that it is my responsibility to obtain renters insurance if I so choose as the University is not responsible to lost or damaged personal items.*

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date



Good luck on your finals!

Enjoy the Holidays!